



**United States Bankruptcy Court  
Western District of Washington  
700 Stewart Street, Room 6301  
Seattle, WA 98101**

[www.wawb.uscourts.gov](http://www.wawb.uscourts.gov)

**Vacancy Announcement  
#14-02**

Position: Career Law Clerk (Part Time/Job Share – 20 hrs. per week)

Start Date: January 13, 2014

Location: Seattle, Washington

Starting Salary Range: JSP 11-1 to 14-1 (\$30,627 to \$51,584 per year) DOE

Opening Date: October 3, 2013

Closing Date: Open until filled.

Area of Consideration: Nationwide

**Position Overview**

Part time, job share Career Law Clerk for United States Bankruptcy Court Judge Marc Barreca in the Western District of Washington at Seattle. Duties include extensive legal research, writing on a full range of issues arising in bankruptcy and federal court litigation, and miscellaneous clerical duties. Qualified applicant should have excellent academic record and/or work history, exceptional research and writing skills and a strong work ethic.

**Qualifications**

To qualify for the position of law clerk on the personal staff of a federal judge at JSP Grade 11-1, a person must be a law school graduate (or be certified as having completed all law school studies and requirements and merely awaiting conferment of degree) from a law school of recognized standing, and have one of the following accomplishments or proficiencies:

- Standing within the upper third of the law school class from a law school on the approved list of either the American Bar Association or the Association of American Law schools;
- Experience on the editorial board of a law review of such a school;
- Graduation from such a school with an LLM degree; or
- Proficiency in legal studies that, in the opinion of the judge, is the equivalent of one of the above.

In addition, it is preferable that applicants have a demonstrated interest in bankruptcy practice – such as registration in, or completion of, a bankruptcy, restructuring or debtor/creditor class in law school; experience as a law clerk or extern for a bankruptcy judge or practitioner; or practice in the bankruptcy field.

For appointment at a JSP grade 12-1, applicants must meet the qualifications for a JSP grade 11, possess one additional year of full-time legal work experience after graduation from law school **and** be a member of the bar of a state, territory, or Federal Court of general jurisdiction.

For appointment at a JSP grade 13-1, applicants must meet the qualifications for a JSP grade 12 and have two years of full-time legal work experience.

For appointment at a JSP grade 14-1, applicants must meet the qualifications for a JSP grade 13 and have two years of federal chambers law clerk, staff attorney, bankruptcy appellate panel law clerk, pro se law clerk, or death penalty law clerk experience.

### **Other Information**

Applicant must be a U.S. citizen or national of a country that the United States has a mutual defense treaty, as determined by the Department of State.

As a condition of employment, the selected candidate will be subject to an FBI fingerprint and background check. All information provided by applicants is subject to verification and background investigation.

The United States Bankruptcy Court requires employees to adhere to the Code of Conduct for Judicial Employees. Electronic fund transfer (direct deposit) participation for net pay is required. The conditions of this position announcement are subject to modification without prior notice being given.

### **Benefits Information**

Employees of the United States Bankruptcy Court are “at-will” employees and are ***not*** covered by the Office of Personnel Management’s civil service classifications or regulations. They are, however, entitled to similar benefits as other federal government employees. These benefits include:

- 10 paid holidays per year;
- Subsidized medical coverage with pre-tax employee premiums;
- Group life insurance and long term care options;
- Flexible Benefits Program (pre-tax flexible spending for health care, dependent care and commuter/parking costs);
- Participation in the Thrift Savings Plan (similar to a 401K plan, with employer matching);
- Participation in the Federal Employees Retirement System;
- Eligibility for Long Term Disability Plan;

**Application Procedure**

Applicants should complete an Application for Judicial Branch Federal Employment (Form AO-78 <http://www.uscourts.gov/forms/AO078.pdf>). Please submit a letter of interest with resume, writing sample, reference letters and law school transcript along with the completed Form AO-78 in a **single PDF** to: [HR\\_WAWB@wawb.uscourts.gov](mailto:HR_WAWB@wawb.uscourts.gov). Subject line should read: Law Clerk #14-02.

Equal Opportunity Employer